

Van Buren County Brownfield Redevelopment Authority Regular Meeting Minutes June 9, 2021

Meeting Host / Secretary-Treasurer at BRA Office, Suite 302, 219 E. Paw Paw St, Paw Paw MI 49079
All other attendees participated online from remote locations

Note for the Record—This meeting was held online using Zoom remote meeting software as authorized in the Michigan Open Meetings Act. The source of this authorization is a declaration by the Van Buren County Board of Commissioners of a county-wide state of emergency, originally declared on 11/24/2020 and most recently extended on 01/26/2021 to its present expiration date of 12/31/2021. The meeting notice and tentative agenda, including the Zoom Meeting ID Number and login instructions, were properly and timely posted on the county's website to allow public participation. Each Board Member who attended remotely announced upon the start of the meeting or upon subsequent arrival his/her specific remote location (municipality/county/state) as required in the Act.

Board Member Attendance Report									
Name	Position	Attendance Status	Declared Remote Location			Present	Present	+ Late	- Early
			Municipality	County	State	Anytime	@ Start	Arrivals	Departs
Lisa Phillips	Chair	Attended remotely	Grand Rapids area	Kent	Michigan	Yes	Yes		
Gail Patterson-Gladney	Member	Attended remotely	South Haven City	Van Buren	Michigan	Yes	Yes		
Cynthia Compton	Member	Did not attend meeting	South Haven Townsh	Van Buren	Michigan	No	No		
Kate Hosier	Member	Did not attend meeting	South Haven City	Van Buren	Michigan	No	No		
Sarah Moyer-Cale	Member	Attended remotely	Paw Paw Village	Van Buren	Michigan	Yes	Yes		
Katie Strohauer	Member	Attended remotely	Kalamazoo City	Kalamazoo	Michigan	Yes	Yes		
Zach Morris	Member	Attended remotely	Antwerp Township	Van Buren	Michigan	Yes	Yes		
Dr. Patrick Creagan	Member	Attended remotely	Decatur Village	Van Buren	Michigan	Yes	Yes		
John Young	Member	Attended remotely	Hamilton Township	Van Buren	Michigan	Yes	Yes		
Count:						7	7	0	0
Members Present:							7 of 9	7 of 9	7 of 9
Quorum (Yes/No):							Yes	Yes	Yes

1. **Oaths of Office**—At 3:31 PM, County Clerk Suzie Roehm administered the statutory oaths of office to the newly appointed and re-appointed members Lisa Phillips, Sarah Moyer-Cale and John Young, whose terms commenced on June 1, 2021.
2. **Call to Order and Determination of Quorum and Attendees**
 At 3:32 PM, by Secretary-Treasurer Wayne Nelson, Chairperson Lisa Phillips declining due to be remote with a spotty connection, with attendees/absentees/remote locations/quorum status as stated above and as follows:
 - a. **Board Members Present (9); Board Members Absent (2); Board Vacancies: (0).** A quorum (7 of 9) is initially present and remained throughout the meeting
 - b. **Staff and Others Present:** County Clerk Suzie Roehm; Secretary-Treasurer Wayne Nelson; Consultant Erik Peterson from Envirollogic Technologies Inc.
 - c. **Designation of Temporary Meeting Chair**—Nelson designated Patrick Creagan as Temporary Chair, who assumed the Chair.
3. **Approval of Agenda**--Motion by Moyer-Cale, supported by Morris, to approve the prepared agenda. Approved by a vote of 7-0.
4. **Annual Meeting Business**—This is designated as the Annual Meeting, with the following items in order:
 - a. **Election of Chair**--Motion by Young, supported by Morris, to elect Gail Patterson-Gladney as Chairperson. Approved by a vote of 7-0.
 - b. **Election of Vice Chairperson**--Motion by Moyer-Cale, supported by Young, to elect Lisa Phillips as Vice Chairperson. Approved by a vote of 7-0.
 - c. **Selection of Secretary-Treasurer**--Motion by Patterson-Gladney, supported by Strohauer, to select Wayne Nelson as Secretary-Treasurer. Approved by a vote of 7-0.
 - d. **The Officers assumed their respective offices.** Patterson-Gladney is now in the Chair.
 - e. **Designation of Standing Committee(s)**—The board discussed the structure and composition of any standing committees. After discussion and upon inquiring as to volunteers, Chairperson Patterson-Gladney designated the Brownfield Plan Review Committee consisting of members Phillips, Compton, Strohauer, Secretary-Treasurer Nelson, Consultant Erik Peterson, and herself *ex officio*. Appointments ratified by a vote of 7-0.
5. **Approval of Minutes of Regular Meeting held May 12, 2021**-- Motion by Creagan, supported by Moyer-Cale, to approve the minutes of the Regular Meeting held May 12, 2021. Approved by a vote of 7-0.
6. **Public Comment**—None

7. Secretary-Treasurer's Report--Nelson presented a written report with oral enhancements and action item as follows:

a. Invoices for Approval--The following invoices were presented for approval:

<i>Amount</i>	<i>Vendor</i>	<i>Invoice #</i>	<i>Invoice Date</i>	<i>Reason</i>
	EPA Grant Invoices:			
\$ 2,500.00	Envirologic Technologies Inc	07697	2021-06-07	1-5 W Main; Phase I
-	Envirologic Technologies Inc			
-	Envirologic Technologies Inc			
-	Envirologic Technologies Inc			
\$ 2,500.00	Envirologic Sub-Total			
-	-			
\$ 2,500.00	Total of EPA Grant Invoices			
-				
\$ 2,500.00	Total of All Invoices			

Motion by Young, supported by Strohauser, to approve the above invoice totaling \$2,500.00 for payment. Approved by a vote of 7-0.

8. Other Correspondence--None

9. New Business--

- a. Inquiry of Possible Application--**Eric Peterson stated inquiry has been made for assistance on a parcel in Paw Paw Township.
- b. Review of Policy and Regulations on Sites for Assistance--**The Board discussed how federal and state law, grant requirements and VBCBRA policy relate to assistance to sites where licensing for use under the Michigan marihuana laws would apply. Discussion produced no proposed action.

10. Ongoing Business--EPA Grant/Brownfield Plan Project Updates--Consultant Erik Peterson made comments on EPA Grant and Brownfield Plan projects as follows:

- a. 05585 Blue Star Hwy--**The Essential Storage Brownfield Plan is approved, so Plan activities will commence.
- b. 10336 Blue Star Hwy--** The Lodge Brownfield Plan is approved, so Plan activities will commence.
- c. Sherman Hills--**ETI is actively working with the applicant, the City of South Haven, the SLBA, the VBCLBA and EGLE to advance the project. The city is revoking its BP There is an apparent breakthrough on the conservation easement from several years ago that was abandoned, with an eye toward a new BP by either the city or county BRA.
- d. 413 Delaware St--**Owner interest and tax issues remain to be resolved.
- e. 23944 Red Arrow Hwy--** The matter of having a BP coupled with the new Commercial Rehabilitation Exemption for the site and Antwerp Township's possible objections remain current issues. A meeting with Linda Marcon the owner, Zach Morris, Eric Peterson and the Antwerp Township Supervisor is proposed.
- f. 67902 Red Arrow Hwy--**Peterson is working with Hartford Township officials to develop a long-term taxable value projection would adequately support a BP.
- g. 99 Walker Street in Lawton--**Peterson reported that the Lawton Village Manager Lisa Imus was not interested in a county BP. The future plan is uncertain.
- h. 1-5 Main Street, Hartford--**Phase I work occurred, and further work is in progress.
- i. No other Ongoing Business**

11. Other Business/Reports

- a. Land Bank Report--**Morris reported that there was no VBCLBA meeting held this month.
- b. Economic Development Corporation and Other ED Report--**Morris stated that the perception in the business community is that using the tool of have the Land Bank Authorities and Brownfield Authorities collaborate of projects is a significant benefit for development. Morris also noted an upcoming business recognition event.

12. General Member Comments--Nelson noted that the VBCBOC is advancing a resolution of appreciation for Jan Petersen whose term expired on June 1.

- 13. Adjournment**—Motion by Morris, supported by Young, to adjourn, Approved by a vote of 7-0.
All business being completed, the meeting was adjourned by the Chair at 4:33 PM.



Wayne Nelson, Secretary-Treasurer
Van Buren County Brownfield Redevelopment Authority

Acronyms used in BRA Minutes:

Acronym	Type	Meaning
BRA or VBCBRA	Agency	Van Buren County Brownfield Redevelopment Authority
EPA	Agency	U. S. Environmental Protection Agency
EGLE	Agency	Michigan Department of the Environment, Great Lakes, and Energy
MEDC	Agency	Michigan Economic Development Corporation
SLBA	Agency	Michigan State Land Bank Authority
VBCLBA or LBA	Agency	Van Buren County Land Bank Authority
VBC	Agency	Van Buren County
VBCBOC or BOC	Agency	Van Buren County Board of Commissioners
VBCEDC or EDC	Agency	Van Buren County Economic Development Corporation
BEA	Environmental Term	Baseline Environmental Assessment
DDCC	Environmental Term	Documentation of Due Care Compliance
ESA	Environmental Term	Environmental Site Assessment (as in Phase II ESA)
QAPP	Environmental Term	Quality Assurance Project Plan
ETI	Company	Envirologic Technologies Inc, the EPA Grant contractor
BP	Brownfield Term	Brownfield Plan
LBRF	Brownfield Term	Local Brownfield Revolving Fund
ED	General Term	Economic development
SEV	Property Tax Term	State Equalized Value-should approximate 50% market value
TV	Property Tax Term	Taxable Value-the value for property tax rate billing